



Kia Ora
And welcome to Taipa Area School

BOARD OF TRUSTEES MEETING
10 August 2021

Present:			
Sarah Russell	Elected member	David Lowe	Principal
Stephen Tansey	Elected member	Karena Hita	Elected member
Erin Walsh	Appointed member	Michael Erihe	Elected member
Lisa Baker	Staff Representative	Tiriti Pikaahu	Student representative
Lisa Jurlina	Minutes Secretary		

Meeting opened: 6.40 pm Venue: Staff Room Closed at 8.40 pm

Apologies: Lisa Baker, Mike Erihe, Karena Hita

Karakia - Tiriti

Does anyone want to voice a conflict of interest to anything on the agenda?

None

AGENDA:

Where progress

1. Outward Correspondence
 - C McDonald, - music trip
 - MOE, Capital Works
 - Nga Uri O Taipa, Wharenuui (2)
2. Opt in / out MOE fees scheme
3. Purchase industrial stove, canteen
4. Proposal to build fence, school house
5. Appoint Election officer - student representative
6. Inward Correspondence- see below

OUTWARDS CORRESPONDENCE / MATTERS ARISING

Board Secretary would like to advise that the following correspondence was sent from matters arising during the previous board meeting.

Date	To	Re
	C McDonald	Music trip
	MOE	Capital Works

Steve moved that we accept the above

David seconded

CORRECTIONS / Matters arising last minutes 8 June 2021
None

1. MOTION: That the board accepts the minutes of the meeting dated 8 June 2021

As a true and correct record

Steve moved the above

INWARD CORRESPONDENCE:

Date	From	Re
4 August 2021	B Carruthers	EOTC Tauranga Bay
READ ONLY - ACTIONED		
9 June 2021	Vanessa Raui	UNISS
24 June	D Walsh	EOTC Predator camp
July 2021	MOE	ALTED funding
July 2021	NDHB	Lease dental caravan
29 June 2021	Science Roadshow	Thank you letter
July 2021	BDO	Audit completion and Annual Accounts
READ ONLY - PROPERTY		
04/04/2021	Project management	Project input - investigations
25/05/2021	Project management	Project input
04/06/2021	Procurement recommendation	Investigation works
24/05/2021	Avail	Invoices 3617 - 3621
May	Avail	Project Update Report
03/06/2021	Avail	Defects inspection
01/07/2021	MOE	Procurement - conflict of interest
04/07/2021	MOE	Procurement - conflict of interest
01/07/2021	MOE	Procurement recommendations
02/07/2021	MOE	Contract works procurement
GENERAL BUSINESS		
28/6/2021	S Dormer	Kahui Ako
	FNR	Quote - landscaping
28/07/2021	Lisa Baker	Oxford Sport Trust application 30 chromebooks
	Lisa Baker	Finance, governance report may, financial management report report
	David Lowe	Principals report

Steve moved that we accept inward correspondence

David seconded

Whare - email from Keringawai - asked to attend next meeting reply from Steve - will set up thanks
Opt in out fees scheme - yes moved steve unanimous yes
Letter to dwayne thank you re roadshow -
Thanks over ok to do student centre
David - Fence Nicola

TOPIC:Wharenui news

Steve received an email from Ngawaiata at 3.15 this afternoon which he read out to meeting. (copy now online and printed out to go with this months paperwork) They have asked to attend the next meeting to advise BOT on progress. Steve has advised them that this is ok

TOPIC:Opt in out MOE school fees structure

As Lisa Baker is away, Lisa Jurlina advised that once a year we have to confirm that we are still willing to stay in the fees system that we are under now with the ministry of education. This allows us more funding dollars, as long as we do not ask our families for fees and other educational costs

MOTION:That we stay with the MOE school fees structure we are using at the moment
Unanimous acceptance of this motions

ACTIONS:Lisa J Letter advise Lisa B of this motion

TOPIC:Appoint Returning officer, student BOT election

Lisa Jurlina has done this role for several years now as is willing to do it again
Steve Tansey to come in to an assembly and speak to Yr 9-13 about the role of student rep with Tiriti

MOTION:That Lisa Jurlina be appointed Returning Officer for the 2021 election of the Student Representative, BOT
Steve__ moved
Erin__ second

TOPIC:Purchase of industrial stove

David advised that the stoves in the canteen were not fit for purpose as the lunches in schools now use that space for catering. They met with him to ask about the possibility of the purchase of an industrial stove. David tentatively agreed based on them agreeing to a rent increase of \$50 per week to recoup costs. He has made quick enquiries into cost approx \$6,000.00 Steve suggested bringing final quotes to the finance sub committee to decide on.

ACTIONS:David to approach finance committee with final costings

TOPIC:EOTC Tauranga Bay

Braeden Carruthers seeks permission to take an overnight trip to Tauranga Bay. BOT agrees to this trip Yes - it is a change of venue to an early authorised trip, Rarawa camp ground not deemed suitable anymore

MOTION:That B Carruthers be authorised to take his overnight trip to Tauranga Bay

Steve__ moved

David_____second

**ACTIONS:Lisa J Letter advising
Overnight Rams - David to speak to J Tua**

TOPIC:Read only - various items as above

Discussion:

David advised that the dental caravan technicians have advised a lot of our tamariki have serious problems with their teeth. They are also having big problems with getting consents from parents.

ACTIONS:Lisa J set up meeting with dental caravan around consents, dental awareness in junior school

TOPIC:UNISS trip, V Rai

Discussion:already authorised - AIMS wanted to take 2 teams - recommended 1 netball as they are the competitive team. David said we need to build up other sports before sending them to AIMS as this is an extremely competitive environment.

Zeke Raus foundation has kindly given funding to this netball team based around wellbeing.

TOPIC:EOTC Predator Camp

Discussion: Dwayne is struggling to find a female member of staff to take part in this camp - ask for clarification around overnight staffing of camps:Female staff/supervision overnight EOTC trips. Policy clearly states a staff member or volunteer both male and female must be available overnight to each gender taking part in camps. Board backs this up, Yes a female adult must accompany female students on any overnight excursions.

Action: Lisa J advise Dwayne of the above

TOPIC:Resignation Kahui Ako

Discussion:Shelly Dormer has stepped away from this role to be our new DP - no one has applied to take her place..... very big cohort working with all the schools

MOTION:That we accept Shellys resignation with thanks for a job well done.

David moved

Steve seconded

ACTIONS:Lisa J letter accept resignation with regret

TOPIC:FNR Landscaping quote

Actioned already

TOPIC: Application to Oxford sports trust

Chromebooks-New Era

MOTION:That at this meeting the Board of Trustees has approved the application to Oxford Sports Trust for the amount of \$11795.40 (Eleven Thousand Seven Hundred and Ninety five dollars Forty Cents) inclusive of Gst, for Chromebook purchases

Steve moved

Erin seconded

ACTIONS:check on the amount of warranty - can we apply to oxford for this- do we choose New Era? let BOT know

WHO:

FINANCE:L Baker report and Governance reports

As attached

Steve asked about growth in income? David STP?

David, looking at funding another staff member

Still the subcommittee to approve costs up to \$70,000

David advised he had had a conversation with Adrian Cooling re Trades project - Nicolas' school house needs a fence between her property and the bus bay - at the moment it is just a wire fence. If the Trades class does this it is worth 6 credits to them. Adrian asked about BOT funding.

MOTION:That the board accepts Lisa Bakers report

Sarah moved to accept

Erin seconded

ACTIONS:Lisa J to advise Adrian to get quotes costings to her - perhaps look at taking to finance committee as should be under \$70,000

PRINCIPALS REPORT:

As attached
David thanked BOT for the support for getting old RTLB office set up as a student centre, with Trades academy to to majority of building work under A Cooling supervision

David moved report be accepted
Sarah seconded

ACTIONS:
WHO:

GENERAL MEETING ENDED:8.40

Next meeting 14 September 2021

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Signed by Chairperson 2021

NZSTA checklist all ok